

City Council Agenda Preview

December 2, 2014

▶ Ceremonial Items

- ▶ Item 2: Resolution Recognizing Outgoing Council Member David A. Bass
 - ▶ Council Member David Bass concludes his tenure on the Lake Forest City Council following one year of appointed service to fill an unexpired term.
- ▶ Item 3: Resolution Recognizing Outgoing Council Member Kathryn McCullough
 - ▶ Council Member Kathryn McCullough concludes her tenure on the Lake Forest City Council following twenty years of service.
- ▶ Item 4: Comments by Outgoing City Council Members
- ▶ Item 5: Resolution Certifying the November 4, 2014 Election
- ▶ Item 6: Installation and Oath of Office Ceremony
 - ▶ Scott Voigts, Andrew Hamilton and Dr. Jim Gardner were elected as Members of the City Council for a four-year term.
- ▶ Item 7: Comments by New Council Members
- ▶ Item 8: Selection of Mayor and Mayor Pro Tem for the Ensuing Year
 - ▶ The Council will elect a Mayor and Mayor Pro Tem for the ensuing year beginning January 1, 2015. The Mayor shall serve one year in the appointed office and may not serve in that position again for two years. In addition, no member shall serve as Mayor or Mayor Pro tem without having first served as a Council Member for at least one year.

▶ Presentation

- ▶ Item 9: Recognition of Outgoing Community Services Director
 - ▶ The City congratulates Gary Magill on his upcoming retirement and expresses appreciation for his contributions as Director of Community Services. During his 8-year tenure, the City completed an \$8 million park renovation master plan and oversaw the expansion of programs such as the Lake Forest Senior Scene, special events, and skate park events. Gary also played a large role in the design and programming of the Lake Forest Sports Park and Recreation Center.

▶ Consent Calendar

- ▶ Item 10: Certification of Warrant Register
 - ▶ City Council reviews and approves payment of City invoices. City invoices totaled approximately \$3.33 million for the time period reviewed.

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▶ **Consent Calendar (continued)**

- ▶ **Item 11: Waive Reading of Ordinances and Resolutions**
 - ▶ To save time, the City Clerk will read only the titles of any Ordinances and Resolutions on the public agenda.
- ▶ **Item 12: Minutes of the Regular Meetings of the City Council Held on October 21, 2014 and November 4, 2014**
- ▶ **Item 13: Adoption of Ordinance No. 269 – Establishing an Administrative Citation Program**
 - ▶ City Council may approve a second reading of an ordinance approving the establishment of an administrative citation program to provide greater enforcement flexibility. The ordinance would allow citation and administrative hearings for Code violations prior to the initiation of litigation. If adopted, the ordinance would become effective on January 1, 2015.
- ▶ **Item 14: Notice of Completion for the Lake Forest Sports Park and Recreation Center Project**
 - ▶ City Council may approve the Notice of Completion with ParkWest Landscaping for completing construction of the Lake Forest Sports Park and Recreation Center which opened to the public on November 1. The total construction cost was \$34,629,898.
- ▶ **Item 15: Contract Award for Tree Management Services**
 - ▶ City Council may award a 6-month contract to Great Scott Tree Services for tree management services. The work consists of pruning, planting, removal as required, staking for new trees, emergency response, on-call inspection by a certified arborist, and preparation of any associated arborist reports. The contract amount is \$259,995.
- ▶ **Item 16: City Financial Reports – Quarter Ended June 30, 2014**
 - ▶ The Quarterly Financial Reports summarize the City's overall financial position for the period of July 1, 2013 through June 30, 2014. The Financial Reports consist of the Combined and General Fund Financial Report as well as the National Pollutant Discharge Elimination System ("NPDES"). While the audit is not yet complete, this interim report provides a reasonable basis for assessing the City's financial position at the end of Fiscal Year 2013-2014. Final financial statements will be issued in late December 2014.

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▶ **Consent Calendar (continued)**

- ▶ **Item 17: Approval of Final Tract Map No. 17788**
 - ▶ Approval of Tract Map 17788 would create a 7-numbered lot subdivision for finance and conveyance purposes only, and does not create any legal buildable lots. Shea Baker Ranch Associates (SBRA) made minor modifications to lot lines which requires a new finance and conveyance map reflected on Tract Map 17788. Approval of the map would allow SBRA to obtain financing to develop or convey any of the seven lots to other developers.
- ▶ **Item 18: Dairy Fork Construction Wetland Project Cost Sharing Agreement**
 - ▶ City Council may authorize the City Manager to execute a Cost Sharing and Cooperative Agreement for the Dairy Fork Constructed Wetland project. The project is a constructed water quality treatment wetland proposed to reduce pollutant loads from urban runoff in the Aliso Creek Watershed. The estimated project cost is \$874,000. Lake Forest partnered with the cities of Aliso Viejo, Laguna Hills, and Laguna Woods to receive \$568,100 in Orange County Transportation Authority grant funds with the city's share, based on drainage area, of \$47,109. As the lead agency, Aliso Viejo is finalizing the design with a construction contract award anticipated by June 2015.
- ▶ **Item 19: Consideration of Revised Standard Contract Templates**
 - ▶ City Council will consider re-adopting the City's standard contract/agreement templates to ensure compliance with State legislation and case law, as well as respond to the City's recent practices.

▶ **Discussion**

- ▶ **Item 20: Second Amendment to Agreement with Lilley Planning Group for Energov Migration Project Management**
 - ▶ City Council may approve an amendment with Lilley Planning Group to launch Stage 6 of the Energov Software Migration project, which would enable five more online permits, online voluntary business registration, and provide additional internal efficiencies. The proposed amendment would increase compensation by \$82,360 for a total contract amount of \$281,416. Should the Council approve the proposed project enhancements, staff would return with an additional amendment with Tyler Technologies for supplemental professional services and programming.